

Oglesby Public Library Board Meeting
August 26, 2019

President Rich Vollmer called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:30pm in the Library.

Present: Rich Vollmer, Rick Rigazio, Dorothy Debosik, Mary Hansen, Sam Tillmann, Wanda Lent, Barbara Ficek, Director Rebekah Clark

Absent: - None

Guests: Jill Shevokas

Public Comment to Agenda-

None

Secretary's Minutes

A motion was made by Lent to accept and place on file the Minutes of the July 22, 2019 Regular meeting.

Monthly Bills

General Expenses-	\$ 4,685.06
Payroll-	<u>6,603.37</u>
	\$11,288.43

A motion to approve the payment of the monthly bills was made by Ficek and seconded by Rigazio. AYES-All -The motion carried.

President's Report

Vollmer met with Mayor Dom Rivara and Commission Jason Curran to discuss our financial situation. The figures we had on the loss of revenue because of the TIF Districts was correct. They will continue to work with us.

The only Fund that we could raise in our Budget is the Audit Fund. It would be a small increase. We continue to monitor our revenue and expense. As TIF Districts expire, our financial picture will improve.

The loss of revenue from Buzzi land sale to the State of Illinois could be about \$5,000.

The neighbor to the west complained that branches from our tree were hanging over his property. The City came and trimmed the tree.

Someone has dumped yard waste into the library dumpster. This is ILLEGAL. Offenders will be reported to the Police.

The gutters on the west side are leaking at the joints and must be sealed.

A motion to place the President's Report on file was made by Lent.

Treasurer's Report

Heartland checking account as of July 31, 2019 -\$35,037.86

Tillmann gave a Budget Review for the previous fiscal year. The expenses exceeded budget by \$7,885 or 5.85%. Actual Income exceeded the budgeted income by \$19,614. We go into 2019-2020 Fiscal Year with a cushion of \$11,729.

A LaSalle County Property Tax payment in the amount of \$22,394.92 was received.

A motion was made by Debosik to accept and place the Treasurer's report on file.

Librarian's Report

The September *Library Events* sheet was distributed.

The Fish Fry date to be announced.

The Story Board announcing the movies in the library will be moved to the Lobby.

The Annual Treasurer's Statement was sent to the newspaper for publication, showing the income, IMRF, and salaries, plus every company with whom we have spent at least \$2,500.

The Library has a new staff member, Holly Ode. She began August 5. Welcome Holly.

PrairieCat staff reported that they found an error with their checkout reports. Online renewals were not properly counted. Our circulation including online renewals for the last fiscal year is 1,300 higher than reported last month.

Donations:

Misc. Cash - \$4.65

US Tax Refund - \$348.41 from last December

In Honor of Anne Bosnack's 100th Birthday - \$50.00 from Barbara and Kenneth Ficek

Memorials:

In Memory of Evan Knoblauch - \$25.00 from Kenneth and Mary Hansen

Vacation report:

Will be taking July 29, August 2 and 3rd off

Attending:

The Library will be closed on September 20 for the Staff to attend a PrairieCat User Group Day.

Librarian's Report cont.

Grants and Certification:

Completed OMA certification

Complete FOIA certification Monday August 26

Completed IPAR Monday August 26/ due September 1

A motion was made by Tillmann to accept and place on file the Librarian's Report.

Committee Reports

Tabled until later

Correspondence

Sent a letter to the parents of a minor patron who received a 1 month computer ban.

Unfinished Business

A motion was made by Hansen to approve the updated Oglesby Public Library District Freedom of Information Act Policy, seconded by Tillmann. Roll Call-All-Ayes.

New Business:

A motion was made by Ficek and seconded by Lent to adopt the ANNUAL BUDGET AND APPROPRIATION ORDINANCE 08262019 FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JULY 2019 AND ENDING THE 30TH OF JUNE 2020. Roll Call-AYES All. The motion carried.

A motion was made by Debosik and seconded Tillmann to go into Executive (Closed Session) at 7:18pm for the purpose of discussing the employment, employment compensation, performance, or dismissal of specific employee. The motion carried. A motion was made by Hansen to leave Executive Session at 8:59pm and seconded by Lent. The motion carried. A motion was made at 9:00pm by Debosik and seconded by Tillmann to return to the Regular Meeting. The motion carried.

A motion was made by Hansen and seconded by Lent to begin to implement the transition of moving a work station from the back room to the main library (near the Circulation Desk. Roll Call-AYES-Hansen, Lent, Debosik, Rigazio, Vollmer, Ficek. NAYE-Tillmann. The motion carried. This should make interaction easier between Staff and patrons. A first small step in reconfiguring library space.

Reconfiguration of library space will be done slowly.

PUBLIC COMMENTS:

Jill Shevokas asked if we could put a lock on the dumpster and when we would start the reconfiguration of the library space.

The next regular meeting is September 23, 2019 at 6:30pm. Meeting adjourned at 9:05pm.

Barbara Ficek, Secretary